DEPARTMENT OF PUBLIC WORKS
Administration & Engineering–Water–Sewer-Facilities
Park & Forestry-Highway–Sanitation–Cemetery-Fleet

CITY OF MELROSE

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Cemetery Commission Meeting Minutes

September 19, 2019, Cemetery Conference Room, 205 Sylvan Street, Melrose, MA 02176

Attendance:

Commissioner Douglas E. MacDonald (DM)
Commissioner Daniel O'Neill (DO)
Angela Pisacreta, Cemetery Administrator (AP)

Call to Order

The meeting was called to order at 8:30 a.m. A motion to call the meeting to order was made by DO and seconded by DM. All in favor.

Review of Minutes

The minutes of the meeting of August 29, 2019 were reviewed. A motion to accept the minutes as read was made by DM and seconded by DO. All in favor.

Public Participation

A motion to open the meeting for public participation was made by DM and seconded by DO. All in favor. No residents were in attendance.
A motion to close the meeting for public participation was made by DO and seconded by DM. All in favor.

Financial Report/Inventory

The financial report for the balance of the balance of August 2019 thru September 7, 2019 compiled by Angela Pisacreta was reviewed. AP also submitted a copy of the departmental payment schedule with a detailed breakdown of how the deposits were dispersed. A motion to accept the report was made by DM and seconded by DO. All in favor.

Old Business

Status on damaged headstone repair

AP informed the commission that she received a contract estimate from Woodlawn Memorials and is in the process of obtaining a purchase order in the amount of $1,795.00.

New Business

Moratorium on Memorial Bench Program

Tabled for future discussion.

Items not reasonably anticipated by Chairman at time of posting

There were none.

A motion to adjourn at 9:15 a.m. was made by DO and seconded by DM. All in favor.